

Instruction to your bank or building society to pay by Direct Debit

Please fill in the whole form including official use box using a ball point pen and send it to:

Age UK Leicester Shire and Rutland
Home Help Limited
Lansdowne House
113 Princess Road East
Leicester
LE1 7LA

Name(s) of account holder(s)

Bank/building society account number

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Branch sort code

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Name and full postal address of your bank or building society

To: The Manager	Bank/building society
Address	
Postcode	

Reference

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Service user number

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This is not part of the instructions to your bank or building society

Your home Address

Office use only – Service Users Roster Account Number									

Instruction to your bank or building society

Please pay Age UK Leicester Shire & Rutland Home Help Limited Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with Age UK Leicester Shire & Rutland Home Help Limited and, if so, details will be passed electronically to my bank/building society.

Signature(s)
Date

Banks and building societies may not accept Direct Debit Instructions for some types of account

DD11

This guarantee should be detached and retained by the payer.

The Direct Debit Guarantee



- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits
- If there are any changes to the amount, date or frequency of your Direct Debit Age UK Leicester Shire & Rutland Home Help Limited will notify you ten working days in advance of your account being debited or as otherwise agreed. If you request Age UK Leicester Shire & Rutland Home Help Limited to collect a payment, confirmation of the amount and date will be given to you at the time of the request.
- If an error is made in the payment of your Direct Debit, by Age UK Leicester Shire & Rutland Home Help Limited or your bank or building society, you are entitled to a full and immediate refund of the amount paid from your bank or building society
 - If you receive a refund you are not entitled to, you must pay it back when Age UK Leicester Shire & Rutland Home Help Limited asks you to
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.